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ID #

TR 229

E965C

WHITE HOUSE CORRESPONDENCE TRACKING WORKSHEET

- ☐ O - OUTGOING
 - ☐ H - INTERNAL
 - ☒ I - INCOMING
- Date Correspondence Received (YY/MM/DD) 8812106

UNCLASSIFIED

Name of Correspondent: Rachel Hagerl

☐ MI Mail Report User Codes: (A) _____ (B) _____ (C) _____

Subject: Revol. Wallenberg Committee requests that the Wallenberg case be on the agenda for tomorrow's meeting of the President of General Secretary, Gustafsson

ROUTE TO:	ACTION		DISPOSITION	
	Action Code	Tracking Date YY/MM/DD	Type of Response Code	Completion Date YY/MM/DD
<u>C/S DUBE</u>	ORIGINATOR	<u>8812106</u>		
<u>NS POWE</u>	Referral Note:	<u>E9 8812106</u>		<u>C 8812106</u>
<u>DAS</u>	Referral Note:	<u>E6 881223</u>		
	Referral Note:			
	Referral Note:			
	Referral Note:			
	Referral Note:			

- ACTION CODES:**

 - A - Appropriate Action
 - C - Comment/Recommendation
 - D - Draft Response
 - F - Furnish Fact Sheet to be used as Enclosure
 - I - Info Copy Only/No Action Necessary
 - R - Direct Reply w/Copy
 - S - For Signature
 - X - Interim Reply
- DISPOSITION CODES:**

 - A - Answered
 - B - Non-Special Referral
 - C - Completed
 - S - Suspended
- FOR OUTGOING CORRESPONDENCE:**

 - Type of Response - Initials of Signer
 - Code - "A"
 - Action Date - Date of Outgoing

Comments: Copy of incoming letter to NSC 12/6 01:30 PM

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Keep this worksheet attached to the original incoming letter.
Send all routing updates to Central Reference (Room 75, OEOB).
Always return completed correspondence record to Central Files.
Refer questions about the correspondence tracking system to Central Reference, ext. 2550.